

# AQUATIC POSITION DESCRIPTIONS

The following is a general guideline for the types of positions available in the Aquatics Team.

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## RECREATION ASSISTANT I (S-1) *Minimum Age 15*

(VP-1) \$6.55 per hour

- **Pool Attendant** – Performs routine tasks associated with various recreation programs and activities at a pool facility (including cleaning and maintenance). May assist guard staff in the pool area with crowd control. Possession of a social security card and work permit is required. Swimming skills are required. Some work experience as a volunteer, participant, or leader in one or more recreation activities is preferred. Must be willing to take Lifeguard Training.

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## RECREATION ASSISTANT III (S-3) *Minimum Age 15*

(VP-3) \$8.39 per hour

- **Lifeguard** – Entry level position. Must hold current lifeguard certification, CPR/AED and First Aid from the American Red Cross, YMCA, or other agency approved by the Montgomery County Health Department. Supervises patrons during public swim sessions. Enforces health and safety rules and regulations; ensures patron safety, and administers appropriate assistance. Performs maintenance and cleaning duties. Performs other duties as assigned.
- **Swim Instructor** – Must hold American Red Cross CPR/AED or equivalent. Performs related duties as required. May teach swimming and/or diving lessons to children and adults. Previous swim instruction/coaching experience or instructor internship required.

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## RECREATION ASSISTANT IV (S-4)

(VP-4) \$9.37 per hour

- **Senior Lifeguard** – Minimum of 2 years of lifeguarding experience. Must hold current lifeguard certification, CPR/AED and First Aid from the American Red Cross, YMCA, or other agency approved by the Montgomery County Health Department. Supervises patrons and pool activities. Enforces health and safety rules and regulations; and assists bathers. Performs maintenance and cleaning duties. Assists in scheduling and training of lifeguards. Performs other duties as assigned. May intern as a Pool Operator/Assistant Pool Manager.
- **Cashier** – Must be at least 18 years old. Collects and accounts for all revenues. Prepares daily financial statement and bank deposits. Handles public inquiries regarding various programs and facility regulations. Must have ability to deal tactfully with public and have previous experience as a cashier or record keeper. Must have acceptable knowledge of personal computers.
- **Swim Coach** – Has prior experience as an assistant coach (minimum 1-year) or former head coach or co-coach of USA Swimming or summer league team. May act as the primary coach or assistant coach of outdoor summer swim team. Must have current CPR certification. May be required to have current lifeguard training or Pool Operator's license.

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## RECREATION ASSISTANT V (S-5)

(VP-5) \$10.69 per hour

- **Head Lifeguard/Pool Operator** – Must hold current Lifeguard, CPR/AED and First Aid certifications from the American Red Cross, YMCA, or other agency approved by the Montgomery County Health Department. Must also possess valid Montgomery County Pool Operator's License. Minimum of 3 years experience as a lifeguard. Supervises patrons, staff and pool activities. Enforces health and safety rules and regulations; and assists the Pool Managers with scheduling, training and pool operations. Performs maintenance and cleaning duties. Performs other duties as assigned.

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## RECREATION ASSISTANT VI (S-6)

(VP-6) \$13.33 per hour

- **Senior Pool Operator/Assistant Manager** – Minimum of 1 year or pool operating experience. Must hold current Lifeguard, CPR/AED and First Aid certification from the American Red Cross, YMCA or other agency approved by the Montgomery County Health Department. Must possess a valid Montgomery County Pool Operator's License. Manages and operates a pool facility having limited staff, schedules, programs and revenues. Supervises staff engaged in program activities; operation, maintenance and repair of equipment; and administrative work such as preparation and maintenance of records and ordering of supplies. Prepares operation, payroll and financial reports. May be an assistant manager at a large swimming pool complex.

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## RECREATION ASSISTANT VII (S-7)

(VP-7) \$16.01 per hour

- **Senior Pool Manager** – Minimum 2 years of pool operating experience. Must hold current Lifeguard, CPR/AED and First Aid certifications from the American Red Cross, YMCA or other agency approved by the Montgomery County Health Department. Must possess a valid Montgomery County Pool Operator's License. Manages and operates a large swimming pool complex involving multiple pool and filter plants, large staff, numerous operation and work schedules, varied programs; responsible for receipt and accounting for admission and program fees. Supervises staff engaged in program activities; operation, maintenance and repair of equipment; and administrative work such as preparation and maintenance of records and ordering of supplies. Prepares operation, payroll and financial reports. Develops safety procedures. Performs related duties as required. Work is performed under career staff supervision.



# PRELIMINARY EMPLOYEE APPLICATION

## MONTGOMERY COUNTY RECREATION DEPARTMENT – AQUATICS



Name: \_\_\_\_\_ Age: \_\_\_\_\_ DOB: \_\_\_\_\_  
Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
\_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_ Other Phone: \_\_\_\_\_  
Date of Availability: \_\_\_\_\_ Time of Day: \_\_\_\_\_ Day(s) of Week: \_\_\_\_\_  
Do you speak a foreign language? \_\_\_\_\_ What? \_\_\_\_\_

### TRAINING AND CERTIFICATION

*Proof of certifications is required.*

Lifeguard Training: ☐ CPR: ☐ AED: ☐ Montgomery County Pool Operator's License: ☐ WSI: ☐

Other: \_\_\_\_\_

### EMPLOYMENT/AQUATIC EXPERIENCE

Please give details about your most recent employment.

Name of Pool/Company: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Employment Dates: \_\_\_\_\_ Job Title: \_\_\_\_\_

Number and Kind of Employees Supervised: \_\_\_\_\_

Duties: \_\_\_\_\_

Have you Taught Swim Lessons? \_\_\_\_\_ Age Range: \_\_\_\_\_ Class Size: \_\_\_\_\_

Skill Levels: \_\_\_\_\_ Can you Teach Specialized Classes? (Diving, Special Needs, etc.) \_\_\_\_\_

Do you have Coaching Experience? \_\_\_\_\_ Name of Team(s): \_\_\_\_\_

In what Aquatic Sports have you Competed? \_\_\_\_\_

Cashier Experience: \_\_\_\_\_

Please list any other experience and/or training: \_\_\_\_\_

### POSITION DESIRED

Rec. Assist. I <input type="checkbox"/> Pool Attendant	Rec. Assist. III <input type="checkbox"/> Lifeguard <input type="checkbox"/> Swim Instructor	Rec. Assist. IV <input type="checkbox"/> Senior Lifeguard <input type="checkbox"/> Cashier <input type="checkbox"/> Swim Coach	Rec. Assist. V <input type="checkbox"/> Head Lifeguard <input type="checkbox"/> Pool Operator	Rec. Assist. VI <input type="checkbox"/> Senior Pool Operator <input type="checkbox"/> Assistant Manager	Rec. Assist. VII <input type="checkbox"/> Senior Pool Manager
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### LOCATION DESIRED

<input type="checkbox"/> Germantown Indoor Swim Center	<input type="checkbox"/> Martin Luther King, Jr. Swim Center	<input type="checkbox"/> Montgomery Aquatic Center	<input type="checkbox"/> Olney Swim Center
<input type="checkbox"/> Germantown Outdoor Pool	<input type="checkbox"/> Long Branch Outdoor Pool	<input type="checkbox"/> Bethesda Outdoor Pool	<input type="checkbox"/> Upper County Outdoor Pool
<input type="checkbox"/> Western County Outdoor Pool	<input type="checkbox"/> MLK Outdoor Pool	<input type="checkbox"/> Glenmont Outdoor Pool	

Have you ever been/are an applicant or an employee of the Montgomery County Government?

If applicant: Date of Application: \_\_\_\_\_ If employee: Date of Employment: \_\_\_\_\_

Position Applied for: \_\_\_\_\_ Department/Supervisor: \_\_\_\_\_

Return Application to: Department of Recreation, Aquatics Team, 4010 Randolph Road, Silver Spring, MD 20902